



भारतीय विमानपत्तन प्राधिकरण  
(अनुसूची - 'ए' मिनीरत्न - श्रेणी 1 - सार्वजनिक क्षेत्र का उपक्रम)  
**AIRPORTS AUTHORITY OF INDIA**  
**(SCHEDULE-'A' MINI RATNA-CATEGORY -1 PUBLIC SECTOR ENTERPRISE)**  
क्षेत्रीय मुख्यालय (पश्चिमी क्षेत्र), एकीकृत प्रचालन कार्यालय भवन,  
पारसीवाडा, सहार रोड, विले पार्ले (पूर्व), मुंबई 400099 -  
REGIONAL HEADQUARTERS (WESTERN REGION), INTEGRATED  
OPERATIONAL OFFICES BUILDING, OPP. PARSIWADA, SAHAR ROAD,  
VILE PARLE (EAST), MUMBAI- 400099

**Advertisement No. 02/01/2025/WR**

**ENGAGEMENT OF JUNIOR CONSULTANT IN AIRPORTS AUTHORITY OF INDIA IN AIRPORT SYSTEM DIRECTORATE AT PUNE AIRPORT FOR A PERIOD OF ONE YEAR ON CONTRACT BASIS.**

**1. General Information & Vacancies**

i) Airports Authority of India was formed on 1<sup>st</sup> April, 1995 by an Act of Parliament on merger of International Airports Authority of India and National Airports Authority with the objective to have an integrated development, expansion and modernization of 130 airports in India of international standards. The main function of AAI includes construction, modification and management of passenger terminals, development and management of Cargo terminals, maintenance of Apron infrastructure including runways, taxiways and air navigational services including Air Traffic Management and Communication, Navigational & Surveillance.

ii) Applications are invited from eligible candidates for one (01) number of consultant is to be engaged in Airport Systems Directorate, Airports Authority of India at Pune Airport, Civil Enclave, Lohegaon on contract basis for a period of one year.

**2. Important Dates:**

(i)	Opening date for submission of applications through email- recttcellwr@aai.aero	29.01.2025
(ii)	Last date for submission of application	25.02.2025
(iii)	Age as on 25.02.2025	Not more than 65 years

### **3 Eligibility Criteria & Remuneration:**

Level of Consultant	Eligibility Criteria	Expertise/Skills & knowledge required	Monthly Remuneration (All inclusive)
Junior Consultant	Retired PSU employees from E5/E4/E3 level and equivalent From Central Govt./State Govt./ Defence/Paramilitary forces/employees of reputed organizations having minimum 5 years of experience in relevant field.	Procurement, Tendering and contract management of Security equipment, BDDS equipment, Passenger facilitation equipment like PA, FIDS etc	Rs. 50,000/- (Rupees Fifty Thousand only)

- i) Before engaging as consultant, one month cooling period is required after superannuation.
- ii) The eligible candidate should be clear from Vigilance/Disciplinary angle at the time of retirement.
- iii) There should be no criminal case pending against the eligible candidate and this will be self-certified by the respective candidate
- iv) Such candidate, who have already completed 05 years cumulative period as consultant in AAI on contract basis, will not be eligible to apply for further engagement as consultant in AAI.
- v) In case of selection through interview, the eligible candidates should pass in interview and should be selected based upon merit ranking.

#### **4. Period of Engagement.**

- i) The term of engagement of consultants will be for a period of one (01) year and extendable by another one year.
- ii) The appointment of consultants would be on full-time basis and they would not be permitted to take up any other assignment during the period of consultancy.

## **5. Method of Recruitment**

- i) The application in the prescribed format (Annexure) for engagement of consultant in AAI on contract basis, along with self-attested photocopies of all supporting documents, may be forwarded to the e-mail ID: [recttcellwr@aai.aero](mailto:recttcellwr@aai.aero) and the same will be scrutinized and the shortlisted candidates will be called for interview. (Application through any other mode will NOT be accepted).
- ii) While sending the application, duly filled-in Application and self-attested Supporting documents to be combined and attached in single PDF file (size not exceeding 5 MB)
- iii) Application through any other mode will NOT be accepted.

## **6. Tax Deduction at Source (TDS)**

- i) The income tax or any other tax liable to be deducted, as per the prevailing rules will be deducted at source before effecting the payment, for which the department will issue TDS Certificate. Service tax / GST as applicable shall be payable extra at the prevalent rates.

## **7. Allowances**

- i) Consultants shall not be entitled for any allowance such as Dearness Allowance (DA), Residential Telephone, Transport Facility, Personal Staff, Residential Accommodation, Medical Reimbursement, etc.

## **8. TA/DA**

- i) No TA/DA shall be admissible for joining the assignment or on its completion or during the period of engagement process like at the time of interview.
- ii) However, Consultants will be allowed TA/DA for their travel inside the country in connection with the official work after approval of Competent Authority.
- iii) Retired Government Servants and Retired officials from PSUs appointed as consultant would be entitled for TA/DA on official tour as per his/her last entitlement drawn at the time of retirement.
- iv) For Individual Consultants / professionals other than Retired Government/ PSU Officials, their entitlement for TA/DA will be decided on case to case basis after approval of Competent Authority.

**9. Leave**

- i) Consultants will be required to mark their Biometric/manual attendance daily at the place of reporting in line with AAI employees attendance system at the place of engagement.
- ii) Consultants shall be eligible for 12 days leave in a calendar year on pro-rata basis.
- iii) Therefore, a consultant shall not draw any remuneration in case of his/her absence beyond 12 days in a year (calculated on pro-rata basis)
- iv) In case of absence from duty other than holiday and permissible leaves, proportionate payment would be deducted from the consultancy fee.
- v) AAI will be free to terminate the services in case consultant remains absent for more than 12 days beyond the entitled leave in a calendar year.

**10. Termination of Agreement**- AAI can terminate the agreement on the following grounds:

- i) In case the information furnished by the applicant is found to be false at any stage the same will invite disqualification and or action as deemed appropriate by AAI whose decision shall be final and binding
- ii) The consultant is unable to address the assigned tasks
- iii) Quality of the assigned work is not to the satisfaction of the department.
- iv) The consultant fails in timely achievement of milestones as decided by AAI
- v) The consultant is found lacking in honesty and integrity
- vi) Both AAI and the consultant can resign/terminate the services during the period of engagement by giving one month notice or one month remuneration in lieu of notice period and the decision of AAI Management will be final in this regard.
- vii) AAI reserves the right to shortlist/reject candidature without assigning any reason

**11. Charter of duties to be assigned**

- i) Preparation of estimates, technical specifications, tender document etc.
- ii) Assist in Scrutiny of Tender
- iii) Assist in Project management during execution
- iv) Assist in Operations and Maintenance.

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## Application Form

**AAI Advertisement No. 02/01/2025/WR**  
**Post Applied for : Junior Consultant in AAI in Directorate of**  
**Airport Systems**



1	Name of Candidate	
2	Date of Birth (DD-MM-YYYY)	
3	Age as on 25.02.2025 (YY-MM-DD)	
4	Father's Name	
5	Nationality	
6	Gender	
7	Permanent Address	
8	Address for Correspondence	
9	Mobile Number	
10	Email ID:	
11	Details of pending Criminal/Vigilance Cases.	
12	Details of earlier engagement in AAI, if any	

## 13 Educational/Professional Qualification:

Sr. No.	Exam Passed/ Qualification	University/ College	Month & Year of Passing	% of Marks (in two decimals)

14 Work Experience : (including earlier contractual engagement with AAI) – Please  
enclose separate sheet, if required

Sr. No.	Organisation/ Department	Designation	Period		Total Experience	Nature of Work
			From	To		

Date:

(Signature of Candidate)

**Declaration:** The above information given by me is true & correct to the best of my knowledge. In case any information is found false or incorrect, my candidature for engagement of Consultant in AAI on contract basis may be treated as cancelled.

(Signature of Candidate)